



HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR
Tel: 01622 892496 Email: clerk@headcornpc.org.uk

Minutes of the Staffing Committee of Headcorn Parish Council meeting held in the House Meeting Room at the Village Hall on Monday 23rd August 2021 at 6:15pm

Those in attendance: Cllrs Mather, Pyman, Thomas and Thorogood.

Clerk: Stefan Christodoulou and Caroline Carmichael

1. (a) **Apologies for absence received and confirmed by the Council** There were none received.
(b) **Enquiry whether anyone intends to film, photograph, or record during this meeting.** There were none recorded.
(c) **Declaration of changes to the Register of Interests.** There were none recorded.
(d) **Declarations of pecuniary or significant Interest regarding items on the agenda** There were none recorded.
(e) **Requests for Dispensations** There were none recorded.
(f) **Declarations of Lobbying** There were none recorded.
2. **Public Session (Meeting adjourned – minute book closed)**
3. **The minutes of the meeting held on 19th July 2021** were discussed and confirmed as a correct record and signed by the Chair.
4. **Matters arising**
There were no matters to discuss
5. **Correspondence**
There were no items for discussion
6. **To consider appointment of additional staff for the lengthsman team**
It was noted that it had been previously agreed that the lengthsman team would consist of the following workforce: -

1 x Full Time Head Lengthsman	42 hours per week inc 2 hours every other Saturday
1 x Full Time Lengthsman	42 hours per week inc 2 hours every other Saturday
1 x Part Time Lengthsman	20 hours per week

In recent months, due to long term sickness absence, some of the workload has been covered using agency staff. It was discussed and agreed that now that the position regarding the long-term absence was resolved it has created a vacancy within the team. The Committee agreed that the role could therefore be filled with a permanent member of staff. We therefore have two positions to fill, and it was agreed that the Clerks office should proceed with recruitment for the same. The Clerks will keep the Council advised of progress and committee meetings would be arranged as necessitated by the process.



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7. Any other business

There were no items of any other business

There being no further matters for discussion the meeting was closed at 18:43 hrs.

Approved:

Date:

DRAFT